



Town of Groton - Public Works

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Public Works
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Meeting Minutes

Permanent School Building Committee

Chairman Rick DeMatto, Vice-Chairman W. Gordon Lange, Robert J. Austin-LaFrance, Richard Monteiro, Robert Morrison, David Russell, and John Webster.

Thursday, September 6, 2007

7:00 PM

Town Hall Annex - Community Room 1

Regular Meeting

1. ROLL CALL

Members Present: Chairman Rick DeMatto, Robert J. Austin-LaFrance, Gordon Lange, Richard Monteiro and David Russell

Members Absent: Robert Morrison and John Webster

Staff: Rick Norris, Project Manager - School Construction, Wes Greenleaf, Director of Buildings and Grounds, GPS and Colleen Quattromani, Recorder.

JCJ Architecture: Greg Smolley, Principal and Jeff Beatrice, Associate.

Gilbane Building Company: Peter Manning, Project Executive and Peter Scalora, Senior Project Manager.

Also present Mark Oefinger, Town Manager, Catherine Kolnaski, Town Councilor and Jennifer Smuts, RTM representative.

The meeting was called to order at 7:07 PM. Mr. Monteiro arrived at 7:25 PM.

2. RECEIPT OF CITIZEN'S PETITIONS, COMMENTS AND CONCERNS

None.

3. APPROVAL OF MINUTES

a) August 22, 2007

A motion was made by Mr. Russell and seconded by Vice-Chairman Lange to accept the meeting minutes of August 22, as written. The motion passed with one abstention by Mr. LaFrance.

4. COMMUNICATIONS AND REPORTS (other than Subcommittee reports)

(a) PSBC Members

None.

(b) School Building Highlights (Project Team)

1. Window Systems

Mr. Norris told the Committee that the windows for the Catherine Kolnaski Elementary School and Fitch High School are on schedule for delivery. The window installation at Northeast Academy Elementary School is nearly complete.

The PSBC agreed that the window topic may now be reported under the general agenda items.

2. Budget

Mr. Norris distributed the Public Works report (attached) and reviewed the project contingencies and expenditures. A memo to the Town Manager dated July 31, 2007 was redistributed (attached) to assist with the review of the Catherine Kolnaski Elementary School building project. Mr. Oefinger addressed the PSBC to talk about the Kolnaski budget overage and a Committee of the Whole proposal to obtain the funds needed for project completion. Chairman DeMatto

expressed disappointment that the PSBC was not aware that the COW (Town Council Committee of the Whole) was preparing to make an action and reminded staff that the PSBC had agreed to special meetings as needed. Following an extensive discussion a motion was made by Vice-Chairman Lange and seconded by Mr. Russell for the PSBC to support the Town Council proposal to add funding in the amount of \$500,000 to the Catherine Kolnaski building project. The motion passed unanimously.

As part of the budget discussion Mr. Norris spoke with the PSBC about proposed project savings through the deletion of the sunshade installation at Kolnaski. The PSBC previously voted not to eliminate sunshades siting lighting and energy efficiencies. The Committee remained firm in their decision to keep sunshades in the building project.

3. Firepump

Mr. Norris told the PSBC that he has signed the BEA to complete the electrical portion of the firepump installation at the Catherine Kolnaski Elementary School.

The PSBC agreed that the firepump topic may now be reported under the general agenda items.

(c) Northeast Academy and Catherine Kolnaski Elementary Schools

1. Department of Public Works staff

Mr. Norris told the Committee that temporary signs, similar to the Board of Education's on Flanders Road, are being constructed for Catherine Kolnaski and Northeast Academy schools. Documents have been submitted to Planning for approval. This Saturday, September 8th, Mr. Norris will lead a tour of the new elementary schools for members of the Phase II Committee. Mr. Norris is working on wrapping up the easements and agreements with Groton Utilities and Aquarion for the elementary school projects.

2. JCJ Architecture

During discussion on the school building project budgets, Mr. Smolley spoke about the TS&E bids which came in over budget. A review of the bids revealed areas of duplication and that unclear specifications may have contributed to a low bid response. JCJ and school staff have been working to clarify the schools technology needs and rewrite specifications for the package which will be rebid. JCJ is confident that the additional \$45,000 being sought should be enough money to purchase the necessary equipment and software. Mr. Smolley told the group that the FF&E items for the elementary schools are set for delivery.

3. Gilbane Building Company

Mr. Scalora distributed the CM report (attached) for the elementary schools. The latest schedule update confirms the projects completion date. In highlights in the Northeast Academy project, Mr. Scalora reported that window installation in the Cafetorium is just about complete and the sitework is down to punchlist items. A commissioning meeting for Northeast Academy will be held next week. At the Kolnaski site the final details for classroom 14 have been established and costs for the work are being prepared.

4. Board of Education staff

Mr. Greenleaf told the Committee that he is pleased with the design for classroom 14 at the Catherine Kolnaski school. The room is minimal just as requested by the Board of Education. Mr. Greenleaf is busy planning the transitions for both elementary schools.

(d) Fitch High School

1. Department of Public Works staff

The PSBC was told that the parking capacity at Fitch High School has met needs with no complaints to date. More line striping for traffic direction will be installed and the temporary cones removed. An air quality test will be conducted in a remediated classroom to investigate a dust complaint.

2. JCJ Architecture

JCJ Architecture will meet with the BOE staff next week to work on details for the TS&E package. The FF&E package bids for the high school came in under budget and the approximately \$200,000 reserved will go to the project contingency. Purchase orders and letters of intent for the FF&E items will go out next week.

3. Gilbane Building Company

Mr. Manning distributed the CM report (attached) for the high school. Gilbane Building Company is in the process of performing another schedule update for the project and expects to report that the project is on target for the completion date. In highlights for the project, Mr. Manning told the Committee that the roof is tight which will allow moisture sensitive work to proceed. The courtyard window installation should begin next week. The mason has completed the courtyard and two sides of the building. Drywall is finishing in the first floor office area and will commence in the lower level soon.

The PA system has been adjusted for volume and the bell schedule. Meetings continue for the evaluation of renovation projects to come for the existing building.

4. Board of Education staff

Mr. Greenleaf said that opening day went smoothly and he praised Gilbane Building Company for the job they did getting ready for the first day of school. The Committee was told that Mr. Greenleaf is finalizing the contract with Thames Valley to route the fiber optic cable. Work continues on the time capsule project.

5. RECEIPT OF SUBCOMMITTEE REPORTS

(a) School Building Phase II Committee report

Vice-Chairman Lange said that the Phase II Committee is focused on middle school issues and that it has been decided that there will be two middle schools in Groton. In addition to the tour of the elementary schools this Saturday, there will be a tour of Fitch Middle School next Thursday evening at 6:00 before the regular Phase II meeting.

(b) Commissioning Committee report

Chairman DeMatto has contacted the Board of Education, the Town Council, the RTM, Town Manager and Public Works Administration to begin preparations for opening ceremonies for the new elementary schools. Mr. Manning has been asked to contribute his experience to the plans.

6. NEW BUSINESS

The next meeting of the PSBC is the regular meeting on Thursday, September 20th.

7. ADJOURNMENT

The meeting adjourned at 9:20 PM.